VIRGINIA EMPLOYMENT COMMISSION

MEMORANE	DUM TO:					DATE	12/21/2007		
Florida	<u>X</u>	North Carolina	<u>X</u>	Kentucky	_X_	Pennsylvania_X_			
Texas	<u>X</u>	South Carolina	<u>X</u>	West Va.	_X_	Maryland X			
Georgia	<u>X</u>	Puerto Rico	<u>X</u>	Delaware	<u>X</u>	Other Alabama			
FROM:	Virginia E P. O. Box	rvices Manager Employment Comr (1358 d, Virginia 23211	mission						
SUBJECT:	Request t	for Extension of C	learance Or	der No.	87794		•		
Extension is requested for the1 cop(ies) of the order which is/are attached,									
dated	12/	21/2007 for (No	24 . of Opening	, Farr		r, Diversified Crops II 4 Occupational Title and 0			
to be sent to	the offices	of your choice.	. or opening	<i>o</i> ,	(0	occupational Title and C			
COMMENTS * * *	: Please ir	ndicate below the	action taken	by your off	ice. <u>('h</u> * *	(signature)	aham * * * * *		
						DATE			
The above re	quest has	been reviewed an	d action take	en as indica	ted belo	ow:			
	ACCEPTE	EDLoca	ation(s) to wh	nich extend:	:				
	REJECTE	DRea	son for Reje	ction:					
	COMMEN	TS:							
Number of ad	ditional co _l	pies required.							
						(signature)			

Agricultural and Food Processing Clearance Order Pedido de Empleados para Agricultura y Procesamiento de Alimentos

U.S. Department of Labor Employment and Training Administration

Employer's Name and Address (Number, Street, City, State, Zip Code, and telephone number)	O.M.B. Approval No. 1205-0134, Expires	00/01/2002	
Número, calle, ciudad, código postal y teléfono)	Industry Code / Código de Industria	Job Order#/N	o. Orden de Emp 194
Chesterfield Berry Farm, Inc. FEI #: 54-1398228 20501 Skinquarter Rd.	Occupational Title and Code /Titulo Ocu	0 /	177
Mosley, VA 23120	407687010 FARMWORK	ipacional y Codigo Term	1
(804) 739-2189	DIVERSIFIED CROPS	EK,	
(1.7) 1.57 2.65			_ / _ /
Location and Direction to Work Site / Dirección del lugar de trabajo	Clearance Order Issue Date / Fecha de	Tramite:) DIC
	Job Order Expiration Date / Fecha de ex	piración:	7/8/10
20501 Skinquarter Rd. Mosley, VA 23120	6.Anticipated Period of Employment / Per		-10/00
From Rt. 360 take Rt. 603 approx. 2 miles and turn left on Pear Orchard	and a supplementally the	iodo Arkicipado di	e cubied
Road. Go approximately 6 miles to the end of the road.	From/ Desde: 2/15/2008 To	/ Hasta 11/1	3/2008
, and of the load.	10	/ nasia	37 2000
(see attachment / para mas detailes vea 1	7 No. 4510 July 10 D		
3. Location and Description of Housing / Dirección y Descripción de la Vivienda	 7. No. of Worker's Requested / No. de Tra 8. Anticipated Hours of Work per Week / F 	bajadores Pedido	s 24
26002 Pear Orchard Road.	Anticipadas de Trabajo por Semena		
		Total:	40
Frame houses	Sunday / Domingo 0 We	dnesday / Miercol	-
	Monday/Lunes 7	Thursday / Juev	es 7
	Tuesday / Martes 7	Friday / Viem	
	2.0.11.10.11	Saturday / Saba	do 5
	Collect Calls Accepted/Se Aceptan Llam	adas a Cobrar:	
(see attachment / para más detalles vea 1		Yes X No	
4. Board Arrangements / Arregio de Alojamiento	Local Office/Oficina Local	Yes No	X
In addition to providing free cooking and kitchen facilities, employer will provide once a week for supplies (for workers who housing must be provided).	(see attachment / pa		
5. Referral Instructions / Instructiones para el Referimiento de Candidatos			
The employer or agent agrees to interview referrals from all sources. Employer's VEC who have been screened by such employments.	agent agrees to interview all LIC	l	
	by the employment office of the te	rwanability ic	r the
nature of employment.	i y manus of the te	ins, condidio	is and
D. Job Specifications / Descripción del Trabajo [Summary of Material Job Specifications in ENGLISH must be	(see attachment / p.		
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All work provided in this job order state minimum wage rate, whichev AEWR in effect at the time of appli higher than the new SEWR. See a 2. Transportation Arrangements / Arreglos	ication, this lower A attachment item 11 s de Transportación (P	NEWR becomes the for expanded expanded expanded expanded expanded explain)	ne guarantee planation.	at the discretion of the emplo	oyer unless there is (see attachment / para	a prev más de	ailing	ower than the second of the se
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Unemployment Insurance provided / Seg	guro por Desempleo				,			
Workers' compensation insurance provide	ted / Indomnización ac				Yes		No	×
Are tools provided at as share to the	red / indemnización po	r accidente de trabajo);		Yes 🗙		No [
 Are tools provided at no charge to the wo List any arrangements which have been rangements, enter "None")/Indique todo ac 	orkers? / ¿Se le provee	n las herramientas de	e trabajo a los tr	abajadores sin cargo alguno?	Yes 🗙		No F	
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Address of Order Holding Office (include dicó la Oferta (incluya número de teléfono)	Telephone number)/Dir)	ección de la Oficina d		. Name of Local Office Representa Representante de la Oficina Local	tive (include direct dial t	elephor	ne num	nber) / Nombre
Virginia Employment Comr	: :				(a.a) a namero de lei	JU10)		
5240 Oaklawn Blvd.	mssion			Mo Courter				
Hopewell, VA 23860				Ms. Carol Young Phone: (804) 541-6548	3			
			the employmen	t hoing offered by				
Employer's Certification: This job order of	describes the actual ter	ms and conditions of	do tebrio y con	t being offered by me and contains tiene todos los materials, terminus,	all the material terms a	ind coni s.	ditions	of the job.
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reviewing the collection. Respondents obligagation to reply to these requrements are mandatory by 20 CFR 653.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Comments regarding this burden estimate or any other aspect of this collection, including suggestions for reducing the burden can be

sent to the U.S. Department of Labor, Office of Workforce Investment, Room S-4321, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0134).

ETA 790 (Rev. July 2004)

Attachment 1 to ETA 790 for Chesterfield Berry Farm, Inc., Page 1

Item 3. Location and description of housing

Housing is provided at no cost only to non-commuting workers. "Non-commuting workers" are those workers who are not reasonably able to travel to and from the residence he/she occupied at the time of employment offer each work day. Housing will be provided to workers only. No person who is not an employee and has not been assigned housing will be permitted to occupy the housing.

Employer retains possession and control of the housing premises at all times and worker, if provided housing under the terms of this work agreement, shall vacate the housing promptly upon termination of employment with the employer who provides the housing.

Directions to housing: From Rt. 360 take Rt. 603 approx. 2 miles and turn left on Pear Orchard Road. Go approximately 6 miles to the end of the road.

Housing will be clean and in compliance with applicable federal housing standards or local rental housing standards when made available for occupancy. Workers occupying the housing will be responsible for maintaining the housing and their living quarters in a neat, clean manner and in compliance with Work Rules which will be provided upon hiring and are attached hereto and incorporated by reference in this Application. Failure to comply with these rules will result in disciplinary action as described in the Work Rules. Reasonable repair costs of damage other than that caused by normal wear and tear will be charged to workers found to have been responsible for willful or negligent damage to housing or furnishings. Workers will be assigned to employer-provided housing by a designated company manager and must occupy the quarters assigned to them. Women workers will be provided with sleeping facilities shared with other female workers and segregated toilet facilities. Dining and other common area will be shared or separate cooking facilities will be provided.

Item 4. Board arrangements

In addition to providing free cooking and kitchen facilities, employer will provide free transportation for workers to and from a store at least once a week for supplies (for workers for whom housing must be provided).

Item 5. Referrals

Referrals of individuals shall be made through the Virginia Employment Commission order holding office in order to ascertain current employment, crop or housing information and to enable proper arrangements to be made. It will be the responsibility of the "applicant holding office" to inform job seekers of the terms and conditions of this clearance order. The "applicant holding office" after coordinating the referral with the order holding office will contact the employer's agent or the employer directly and advise the agent or employer of the referral or referrals. When possible, a translator will be made available. Interviews, either in person or by telephone, will be conducted by the employer's agent during the hours of 9:00 AM to 4:00 PM, Monday through Friday. Employer's agent will interview the person during the above mentioned hours if necessary. Employer's agent to be contacted first at the following address and phone number. If unavailable, contact employer directly during the same hours.

MAS Labor H-2A, LLC. P.O. Box 507 Lovingston, VA 22949 434-263-4300/434-263-4700 (fax)

Order holding office:

Virginia Employment Commission

5240 Oaklawn Blvd. Hopewell, VA 23860 (804) 541-6548

Item 7 Number/Type of Workers

Workers must possess documentation required to enable employer to comply with the employment verification requirements of IRCA. Accurate completion of Form I-9 will be required of each worker within (3) days of employment pursuant to U.S. law. All workers hired under this job order must demonstrate eligibility to work legally in the U.S. Refer to the back of Form I-9 for documents acceptable for purposes of establishing employment eligibility. After hiring, employer may verify legitimacy of social security numbers through Employment Verification System (EVS) for workers who have not been employed by him in previous years.

Workers should bring with them documents verifying their legal right to work in the U.S. at the time of employment. Valid eligibility documents will be necessary to complete payroll tax withholding and I-9 forms.

Employer's agent agrees to interview all US workers referred by the State Employment Services, local or by supply states who have been screened by such employment services for:

- 1. Availability for entire season
- 2. Have transportation to job site
- 3. Have been fully apprised by the local employment office of the terms, conditions and nature of employment
- 4. Are legally entitled to work in the U.S.

Actual hiring commitment is left to the discretion of the employer when applicant presents himself for employment.

Item 8. Work Week

The work day is from 7:00 AM until 3:00 PM Monday through Friday and 7:00 AM until 12 noon on Saturday, with an unpaid lunch break (7 hours/day and 5/day on Saturday). The worker may be requested, but not required, to work as much as 12 hours per day and/or on the Sabbath, depending on weather and other conditions. Extreme heat, cold or drought may affect working hours. Employer will offer 40 hours/week, weather and crop conditions permitting. Worker will report to work at designated time and place as directed by employer each day.

Item 10. Job Specifications

Jobs offered are work on a Farm handling both manual and machine tasks associated with commodity production and harvest activities. Workers must be able to perform manual as well as mechanized activities with accuracy and efficiency.

This job requires working on a diversified crop farm handling both manual and machine tasks associated with commodity production and harvest activities. Workers must be able to perform all duties of entry level workers as well as perform additional mechanized activities with accuracy and efficiency.

Crops grown include pumpkins, strawberries, blackberries, sweet corn, bell peppers, squash, cucumbers, tomatoes, melons, beans, greens. Workers may work on planters, planting seeds and transplanting seedlings. Workers may cultivate and weed as needed and assist with irrigation and fertilization. Workers must also stake/tie plants. Workers will trellis and prune plants. Workers will

Attachment 1 to ETA 790 for Chesterfield Berry Farm, Inc., Page 3

pick produce as it ripens. Workers will assist with mowing, stacking, loading hay. Considerable stooping and kneeling is required. Care must be taken to prevent damaging produce and plants.

Work is to be done in the field for long periods of time. Workers are expected to perform duties including boxing, weighing and loading of crops. Workers may assist in loading of trucks with boxed produce weighing from 50 to 60 pounds and lifting to a height of 5 feet.

In addition to the above activities workers may be required to perform variable general tasks such as the following: irrigation, ditching, shoveling, hoeing, hauling, ground preparation, weeding and other tasks related to farming.

Work may also include mechanized field work using power equipment. By way of example and not limitation power equipment may include tractors, planters, sprayers and cultivators. Workers will be expected to be able to operate agricultural equipment with or without direction.

Workers should be able to work on their feet in bent positions for long periods of time. Allergies to ragweed, goldenrod, insect spray, related chemicals, etc. may affect workers' ability to perform the job. Workers should be physically able to do the work required with or without reasonable accommodations.

Workers are exposed to wet weather early in the morning through the heat of the day, working in fields. Temperatures may range from 10 to 100 F. Workers may be required to work during occasional showers not severe enough to stop field operations.

Employer assures that workers will be provided transportation from living quarters to work site every day (for workers who must be provided housing.)

Employer will accept any worker or workers who are capable of performing the work. Employer is willing to train workers for a period not to exceed 3 days (24 working hours). Persons seeking employment under the provisions of this job order should be available for the entire period requested by the employer. All terms and conditions included in the job order will apply equally to all workers, domestic and foreign, specifically employed according to the provisions of this job order.

Employer retains the right to discharge an obviously unqualified worker, malingerer or recalcitrant worker who is physically able but does not demonstrate the willingness to perform the work necessary for the employer to grow a premium quality product. (See also Attachment 2, General Conditions).

All terms and conditions included in the job order will apply equally to all workers, domestic and foreign, employed under this job order.

Item 11. Wage Rates/Pay Information

Workers are paid weekly. All general production work provided in this job order will be paid by the hour the current AEWR of \$9.02/hour, or at the prevailing wage rate as determined by the Virginia Employment Commission, or the legal federal or state minimum wage rate, whichever is highest. In the event the DOL promulgates a new AEWR during the recruitment or contract period which is lower than the AEWR in effect at time of application, this lower AEWR becomes the guarantee at the discretion of the employer unless there is a prevailing hourly rate higher than the new AEWR.

The employer guarantees to offer the workers employment for at least 3/4 of the work hours of the total period during which the work order and all extensions thereof are in effect, beginning with the

first work day after the arrival of the workers at the place of employment and ending on the termination date specified in the work order or its extension, if any. If the employer offers the worker during such period less employment than required under this provision, the worker will be paid the amount he/she would have earned had he/she, in fact, worked for the guaranteed number of hours. Employee will perform other duties related to this/these crop activities and other tasks required in operating a farm.

If, before the expiration date specified in the work order, the service of the workers is no longer required for reasons beyond the control of the employer due to fire, or other Acts of God, such as frost, flood, drought, hail, etc. which makes the fulfillment of the contract impossible, and the RA so certifies, the employer may terminate the work order and return the worker to the place from which the worker, without intervening employment, came to work for the employer at the expense of the employer.

Employer will provide without charge all tools, supplies and equipment necessary to perform duties assigned.

Unless the employer has amended the date of need no less than ten (10) working days prior to the date of need through notice to the order holding office, the employer will guarantee one week's wages to all workers subject to this order beginning with the anticipated start date.

If the worker voluntarily abandons employment before the end of the job order period or is terminated for job related reasons or misconduct, the employer will not be responsible for providing or paying return transportation and subsistence expenses of the worker.

Employer agrees to maintain adequate and accurate payroll records. The employer will furnish to each worker on payday an itemized accounting of earnings and of all legal and authorized deductions. Social Security, FICA, and FUTA deductions will be made for individual U.S. workers as required by law.

Employer will provide workers' compensation at no cost to workers covering injury and disease arising out of and in the course of worker's employment. Proof of worker's compensation insurance will be provided to Regional Administrator prior to certification date.

Item 12. Transportation

For workers who complete 50 percent of the work period, the employer will reimburse the worker for costs incurred by the worker for transportation and reasonable subsistence from the place from which the worker came to work for the employer to the place of employment. Subsistence will be in accordance with current rates published in the *Federal Register* (for workers with and without receipts.) The amount of the reimbusement for transportation shall be the worker's actual cost, but no more than the most economical and reasonable similar common carrier transportation charges for the distance involved.

If the worker completes the period of employment, the employer will provide or pay for the worker's transportation and reasonable subsistence from the place of employment to the place from which the worker came to work for the employer, except when the worker has accepted subsequent employment with another employer who agrees to accept the return transportation costs, in which case this employer only pays for the transportation to the next job.

For the purposes of the above requirements the "period of employment" shall be the period from the first workday the worker is at the employer's farm and is ready, willing, able and eligible to work until the anticipated ending day of employment in Item 6.

Reimbursement of inbound and return transportation costs applies only to persons recruited from outside normal commuting distance (to and from their permanent place of residence each day; see page one). Return transportation will not be provided to workers who voluntarily abandon employment before the end of employment period or who are terminated for cause.

The employer will provide transportation at no cost to the worker from the employer provided housing to the worksite and return on a daily basis. Such transportation shall be in accordance with applicable laws and regulations. The use of this transportation is voluntary; no worker will be required as a condition of employment to utilize the transportation and subsistence if applicable.

If the services of the worker are no longer required for reasons beyond the control of the employer due to fire or other acts of God such as frosts, flood, drought, hail or the like which makes fulfillment of the work period impossible and Regional Administrator so certifies, the employer will provide reimbursement for transportation and daily subsistence from the place of recruitment for covered employees.

Assurances

The employer agrees to abide by the regulations at 20 CFR 655.103 and 20 CFR 653.501.

Workers Compensation Insurance

Carrier: Star Insurance Company

Policy: WC0207590

Attachment 2 to ETA 790 Chesterfield Berry Farm, Inc. Page 1

General Conditions

To be hired for employment under this job order, the worker must be able, willing and qualified and be available at time and place needed to perform the work described in this job order.

The worker understands that if he quits or is terminated for cause prior to the end of the period of employment he will not receive certain transportation reimbursement discussed under Item 12 and may not be eligible for rehire in future years.

Employer may terminate the worker for lawful job-related reasons and so notify the Job Service local office if the worker (a) abandons the employment; three consecutive workdays of unexcused absence shall be an abandonment of employment; employee must notify the employer and secure permission for necessary absences; (b) malingers or otherwise refuses without justified cause to perform as directed the work for which the worker was recruited and hired; (c) commits serious act(s) of misconduct or serious or repeated violation(s) of the employer's work rules; the employer may make and post work rules which shall apply to this employment; the worker shall abide by such rules (a copy of general rules is attached); (d) fails after completing the allowable training period to perform in a workmanlike manner to enable the employer to produce and sell a premium quality product; (e) provides other lawful job-related reasons for termination of employment.

This work agreement shall also be terminated by reason of fire, hurricane, frost, flood, drought, hail, other acts of God or other calamity or reason beyond the employer's control to make fulfillment of this work agreement impossible. "Reason beyond employer's control" includes termination of worker, if he is not a US worker because a US worker makes himself available for the job under DOL 50% rule.

A copy of the Agricultural Work Agreement and Work Rules will be provided to the worker no later than the date work commences.

EMPLOYER'S STATEMENT PURSUANT TO 20 CFR SECTION 655.101 (a) (2)

The undersigned employer, pursuant to 20 CFR Section 655.101 (a) (2), does hereby authorize the MAS Labor H2A, to act as my agent and on my behalf for the purpose of signing and filing an Application for Temporary Alien Agricultural Labor Certification and to do any and all other acts necessary to pursue and obtain such Certification. My said agent is specifically authorized to make hiring commitments on my behalf, provided however, that my said agent is specifically not authorized to hire, pay, fire, supervise or otherwise control the work of any employee.

As the employer, I assume full responsibility for the accuracy of the Application, for all representation made by my said agent on my behalf, and for the compliance with all regulatory and other legal requirements.

EMPLOYER SIGNATURE: W. Caron Goode DATE: 12.16.07

MAS Labor H2A, does hereby certify that it is acting only as agent for the above employer with respect to its Temporary Alien Agricultural Labor Certification Application. MAS Labor H2A, is neither the employer nor a joint employer of the workers requested, and the individual employer above, retains the full power to hire, pay, fire, supervise and otherwise control the work of all workers requested through the Employment Service, except to the extent that MAS Labor H2A, has been specifically authorized to make hiring commitments on behalf of the employer.

MAS Labor H2A, agent

By: Elizabeth D. Whitley

DATE: 12.16.07

Chesterfield Berry Farm, Inc.

We expect the total number of workers the employer will use in the occupation of this/these crop activities to be 26, of which 24 are expected to be H-2A workers for which certification is requested and the balance will be US workers. These numbers are estimates only as total workforce needs are dependent upon weather, crop conditions and worker availability.

Elizabeth D. Whitley

MAS Labor H2A, LLC

APPLICATION FOR CONDITIONAL ENTRY

I, Chesterfield Berry Farm, Inc., as the employer, agree to abide by the regulations at $20 \ \text{CFR} \ 655.103$ and $20 \ \text{CFR} \ 653.501$.

I hereby request permission for conditional entry into the intrastate/interstate clearance system so that my job order can be transmitted to labor supply states in a timely manner to facilitate the recruitment of supply workers. My housing was in compliance with USDOL regulations in 2007 but, because of disuse, cannot meet applicable standards at this time.

As a condition to placing my order into clearance, I, Mr. Aaron Goode, certify that 30 days prior to occupancy, my housing will meet standards of the US Department of Labor.

I also authorize representatives of the State Employment Service, the State Health Department and/or the US Employment and Training Administration to inspect the housing that I am offering such workers at any reasonable time to verify its condition.

I expect my housing to be occupied by 2/15/2008.

Agent

E.S. Representative

12-16.07

Date

'\\

Chesterfield Berry Farm, Inc. Work Rules

Although not intended to be a complete list, these work rules are intended to provide guidance to workers of standards of conduct expected of them.

Notice is provided that violation of lawful job-related employer requirements, including these work rules, will be considered grounds for immediate termination of a worker's employment. Penalties such as suspension from work opportunity for the remainder of a day to three days may be made in the case of less serious violations.

Workers are expected to comply with all rules relating to discipline, attendance, work quality and effort, and the care and maintenance of all property provided to them by the employer.

- 1. Workers who perform sloppy work may be suspended without pay for the remainder of a workday or for up to three days in the sole judgement of their supervisor, depending on the degree of infraction, the worker's prior record and other relevant factors. Discharge of the worker may result from any subsequent offense.
- 2. No use or possession of beer, liquor or illegal drugs is permitted during work time or during any workday before work is completed for the day (such as during meals); workers may not report for work under the influence of beer, liquor or illegal drugs. Employees may be terminated for excessive use of alcohol, drunk and/or disorderly conduct in housing after hours. Illegal drugs may not be used, sold, manufactured or kept on any employer premises, including housing. Employer will test for drugs upon suspicion of use.
- 3. Excessive absences will not be permitted. This is regular, everyday work for which employees are expected to be present, able and willing to perform every scheduled workday. This is not sporadic or "day work." Excessive or repeated tardiness is not acceptable. Any absence from work must be reported by 7AM. Three days' absence will constitute abandonment of employment and worker will be terminated.
- 4. Workers shall maintain any living quarters provided to them clean and in good repair, given reasonable wear and tear. Workers shall cooperate in maintaining common kitchen and living areas. No pets of any kind are permitted.
- 5. All posters required by federal and state law will be posted at each camp. They are not to be removed, defaced, or altered in any way. Workers who wish copies may ask their supervisor.
- 6. All housing must be locked each morning before leaving for work. Lights and unnecessary heat should be turned off; doors and windows closed in event of rain and when heat is turned on.
- 7. Workers living in employer's housing assigned to bunk beds may not separate bunk beds, as floor space in sleeping rooms is needed by all occupants.
- 8. Workers living in employer's housing may not cook in sleeping rooms or any other non-kitchen areas. Employer furnishes cooking facilities and equipment.
- 9. Workers may not drop paper, cans, bottles and other trash in fields, work areas, or on housing premises. Trash and waste receptacles must be used.
- 10. Workers may not take unauthorized breaks from work.

- 11. Workers may not leave the field or other assigned work area without permission of employer or person in charge.
- 12. Workers may not enter employer's premises without authorization.
- 13. Workers may not begin work prior to scheduled starting time or continue working after stopping time.
- 14. Workers living in employer's housing may not entertain guests in housing premises after 10:30 p.m. except on Saturday night on which night guest hours end at 12:00 midnight. No persons, other than workers assigned by employer to a room, may sleep in any room.
- 15. Workers may not deliberately restrict production, damage plants or bruise fruit.
- 16. Any worker who physically threatens another worker, the employer or any supervisor with any tool or weapon will be subject to immediate discharge.
- 17. Any worker who is found carrying, using or possessing any dangerous or deadly weapon will be subject to immediate discharge.
- 18. Workers will be discharged for fighting on the employer's premises, including housing premises, at any time.
- 19. Workers will be discharged if they steal from fellow workers or the employer.
- 20. Workers will not falsify identification, personnel, medical, production or other work-related records.
- 21. Workers may not willfully abuse or destroy any machinery, truck or other vehicle, equipment, tools, or other property belonging to the employer or to other employees.
- 22. Workers may not use or operate trucks or other vehicles, machines, tools or other equipment and property to which the worker has not been specifically assigned by his supervisor. Workers may not use or operate trucks or other vehicles, tools or other equipment or property for their personal use unless expressly authorized by the employer.
- 23. Workers must not misuse or remove from the farm premises without authorization any employer-owned property.
- 24. Workers must obey all safety rules and common safety practices and must report any injuries or accidents promptly to their supervisor or the employer's office.
- 25. Workers must follow supervisor's instructions. Insubordination is cause for dismissal.
- 26. Except as otherwise noted above, employees who violate work rules will be disciplined according to the following schedule:

First offense: oral warning and correction

Second offense: written warning and unpaid leave for balance of pay

Third offense: immediate discharge with written fact statement. Employee will be asked to sign written fact statement.

NORMAS DE TRABAJO

Aunque no es la intención de que esta sea una lista completa, estas normas de trabajo tienen la intención de servirles de guía a los trabajadores en cuanto a la conducta que se espera de ellos.

Se les notifica que cualquier violación de los requisitos legítimos relacionados al trabajo que tenga el patrón, incluyendo estas normas de trabajo, serán consideradas como motivo para despedir al trabajador inmediatamente, sanciones, tales como suspensión de oportunidades de trabajo por el resto del día o hasta tres días a la vez, pueden llevarse a cabo en el caso de violaciones menos graves.

Se espera que los trabajadores cumplan con todas las normas relacionadas a disciplina, asistencia al trabajo, calidad de trabajo y esfuerzo, y el cuidado y mantenimiento de toda la propiedad que el patrón le provea.

- 1. Cualquier trabajador que haga mal trabajo podrá ser suspendido sin pago por el resto del día de trabajo o por hasta tres días según la decisión de su supervisor, dependiendo del grado de la infracción, antecedentes de trabajo del trabajador y otros factores pertinentes. Despido del trabajador podría resultar de cualquier ofensa posterior.
- 2. No se permite ningún uso o posesión de cerveza, licor, o drogas ilegales durante el tiempo de trabajo o durante cualquier día de trabajo antes de que se haya terminado el trabajo (tal como durante las horas de comida); los trabajadores no deben reportarse al trabajo mientras estén bajo la influencia de cerveza, licor o drogas ilegales. Los empleados pueden ser despedidos por uso excesivo de alcohol, embriaguez y/o conducta indisciplinada en la vivienda después de las horas de trabajo. Drogas ilegales no se pueden usar, vender, fabricar o guardar en ninguna propiedad del patrón, incluyendo las viviendas.
- 3. No se permitirán ausencias excesivas. Este es trabajo regular, de todos los días, en el cual se espera que todos los empleados estén presentes, capaces y dispuestos a trabajar todos los días de trabajo. Este no es trabajo esporádico ni "a jornal." Tardanzas excesivas o repetidas no serán permitidas. Cualquier ausencia del trabajo debe ser reportada antes de las 7 A.M. Tres días de ausencia significa abandono del empleo y el trabajador será terminado(perderá el empleo).
- 4. Los trabajadores deben mantener limpias y en buen estado las áreas de vivienda que se les provean, teniendo en cuenta lo que sea desgaste razonable. Los trabajadores deben cooperar con los otros trabajadores asignados a sus áreas de vivienda en el mantenimiento de las áreas de cocina y vivienda. No se permiten animales(mascotas) de ninguna clase.
- 5. Todos los carteles requeridos por las leyes federales y estatales estarán fijados en cada vivienda. No se pueden quitar, desfigurar o modificar de ninguna manera. Los trabajadores que quieran copias se las pueden pedir al capataz(supervisor).
- 6. Todas las viviendas deben ser cerradas con llave cada mañana antes de ir al trabajo. Las luces y calefacción que no sean necesarias deben ser apagadas; las puertas y ventanas cerradas en caso de lluvia, y para preservar la calefacción.
- 7. Los trabajadores que vivan en viviendas con literas no las pueden desmontar ya que el espacio del piso es necesario para todos los ocupantes.
- 8. Los trabajadores que viven en las viviendas del patrón no pueden cocinar en los dormitorios o en cualquiera otra área que no sea la cocina. El patrón proveerá los aparatos y artículos para cocinar.
- 9. Los trabajadores no deben tirar papeles, latas, botellas ni otra basura en los campos, el área de trabajo, ni en el área de vivienda. Se deben usar los recipientes para basura y desperdicios.

- 10. Los trabajadores no deben tomar descansos no autorizados durante horas de trabajo.
- 11. Los trabajadores no deben salir del campo u otra área de trabajo asignada sin permiso del patrón o de la persona encargada.
- 12. Los trabajadores no deben entrar a la propiedad del patrón sin autorización.
- 13. Los trabajadores no deben comenzar a trabajar antes de la hora asignada, ni continuar trabajando después de la hora de terminar.
- 14. Los trabajadores que viven en las viviendas del patrón no deben tener visita después de las 10:30 p.m. excepto los sábados por la noche cuando las horas de visita terminan a medianoche. Nadie, fuera de los trabajadores asignados a un dormitorio por el patrón, debe dormir en los dormitorios.
- 15. Los trabajadores no deben limitar la producción a propósito, dañar la fruta excesivamente o
- 16. Cualquier trabajador que amenace físicamente a otro trabajador, al patrón o al supervisor con cualquier herramienta o arma será despedido inmediatamente.
- 17. Cualquier trabajador que se descubra que lleve, use o tenga en su posesión cualquier arma peligrosa será despedido inmediatamente.
- 18. Los trabajadores podrán ser despedidos por cualquier pelea que tengan en la propiedad del patrón, incluyendo el área de vivienda, a cualquier hora.
- 19. Cualquier trabajador que le robe a otro trabajador o al patrón será despedido.
- 20. Los trabajadores no deben falsificar documentos de identificación, personal, médicos, de producción, ni otros documentos relacionados al trabajo.
- 21. Los trabajadores no deben intencionalmente abusar o destruir cualquier maquinaria, camión u otro vehículo, equipo, herramientas u otra propiedad del patrón o de otros empleados.
- 22. Los trabajadores no deben operar o usar camiones ni otros vehículos, maquinas, herramientas o otro equipo si no se les ha sido asignado específicamente por su supervisor. Los trabajadores no deben usar u operar camiones ni otros vehículos, herramientas u otro equipo o propiedad para su uso personal a menos que hayan sido expresamente autorizados
- 23. Los trabajadores no deben maltratar ni remover del área de la finca, sin autorización de su supervisor, ninguna propiedad del patrón.
- 24. Los trabajadores deben obedecer todas las normas de seguridad y las practicas de seguridad comunes y deben reportar cualquier herida o accidente inmediatamente a su supervisor o a la
- 25. Los trabajadores deben obedecer las instrucciones del supervisor. Insubordinación es causa
- 26. Los trabajadores que violen las normas de trabajo serán disciplinados de la siguiente manera: Primera ofensa:

aviso oral y corrección

Segunda ofensa: aviso por escrito y resto del día sin paga

Tercera ofensa:

despido inmediato con detalle de los hechos por escrito. Se le pedirá al trabajador que firme los hechos por escrito.

VIRGINIA EMPLOYMENT COMMISSION

SUMMARY OF EMPLOYMENT CONDITIONS SPECIFIED ON JOB ORDER

1. ORDER NUMBER:

81794

- 2. NAME OF EMPLOYER: Chesterfield Berry Farm, Inc.
- 3. LOCATION OF EMPLOYER AND DIRECTIONS: (See ES 338)
- 4. PERIOD OF EMPLOYMENT: FROM 2/15/2008 TO 11/13/2008
- 5. WORK SCHEDULE: MINIMUM HOURS PER DAY_7 DAYS PER WEEK 6

6. PAY:

HOURLY WAGE:

\$\$9.02 \$n/a

PIECE RATE:

7. WORK TASKS TO BE PERFORMED:

Plants, cultivates and harvests vegetables and fruits. Works on planter, plants roots, seeds and bulbs. May spread plastic or other groundcovering. Weeds, thins, plants. Transplants plants, riding on transplanter or by hand. May set poles and wires for vine plants. Picks, cuts, lifts, or pulls crop to harvest them. May tie vegetables in bunches or top them. May assist with irrigation. May operate and help maintain tractors or hand-operated equipment. May assist with general farm building maintenance. Work in equipment operation will be expected.

- 8. TRANSPORTATION PROVIDED: FROM LABOR CAMP TO WORK SITE AND RETURN Yes
- 10. MEALS:
 PROVIDED: NO
 IF YES: COST PER DAY _____
 (See item 13 in Job Order)
 WORKERS MAY DO THEIR OWN COOKING:
 YES
- 11. DEDUCTIONS:

TYPE	AMOUNT
SOCIAL SECURITY	XXXXXX
INCOME TAX	XXXXXX
TRANSPORTATION	NONE
TOOLS & EQUIPMENT	NONE
CREWLEADER CHARGES	NONE

12. NOTES TO WORKERS:

A copy of the full job order is available for inspection in this office.

The employer has guaranteed your first week's wages unless he/she notifies this job service of a later starting date by

In order for you to be elible for this guarantee, you must contact the job service at:

Virginia Employment Commission

VIRGINIA EMPLOYMENT COMMISSION AGENCIA

SUMARIO DE LAS CONDICIONES DE EMPLEO QUE SON ESPECIFICADAS EN LA ORDEN DE TRABAJO

1. NUMBERO DE LA ORDER: 87794

- 2. NOMBRE DEL EMPLEADOR: Chesterfield Berry Farm, Inc.
- 3. LUGAR Y DIRECCION DEL EMPLEADOR: (See ES 338)
- 4. PERIODO DE EMPLEO: DEL 2/15/2008 al 11/13/2008
- HORARIO DE TRABAJO:
 MÍNIMAS HORAS POR DIA _7_ NUMERO DE
 DIAS POR SEMANA 6
- 6. PAGO: SUELDO POR HORA \$\$9.02 PAGA POR UNIDAD: \$n/a

7. LABORES A DESEMPENAR EN EL TRABAJO:

Planta, cultiva y cosecha vegetales(verduras), y fruta. Trabaja en la plantadora, planta raíces, semillas y bulbos(camotes). Podría extender plásticos o otras cuberturas de suelo(superficie). Deshacerse(cortar) de malas hierbas, mermar(entresacar), y plantar. Trasplantar plantas, ir sobre la trasplantadora o por mano. Podría poner palos(postes) y alambres para plantas de vid. Coge, corta, levanta, o jala cultivo para cosecharlos. Podría atar la verdura en manojos o descabezarlos. Podría ayudar con la irrigación. Podría operar y ayudar a mantener los tractores o equipo de mano. Podría ayudar con el mantenimiento de la construcción general de la granja(finca). Trabajo en la operación de equipo se espera de los trabajadores.

- 8. TRANSPORTACION PROVISTA: DESDE EL ENCAMPAMENTO TIASTA LOS LUGAR M DE TRABAJO Y VUELTA: SI
- 9. VIVENDA DISPONIBLE PARA 24 PERSONAS:
 24 INDIVIDUOS
 0 FAMILLAS
- 10. COMIDAS:
 PROVISTAS: NO
 SI SON PROVISTAS, EL COSTO POR
 DIA SERA (Vea Num.13 en la Orden de Trabajo)
 LOS TRABAJADORES TIENEN QUE COCINAR SUS COMIDAS:
- 11. DEDUCCIONES:

CLASE	CANTIDAD
SEGURO SOCIAL	XXXXXX
IMPUESTOS SOBRE INGRESOS	XXXXXX
TRANSPORTACION	NO
HERRAMIENTAS Y MAQUINARIA	NO
SUMA COBRADA POR EL	
CONTRATISTA DE TRABAJADORE	ES
AGRICOLAS	NO

12. NOTAS PARA EL TRABAJADOR:

La copia de la orden completa esta disponible en la oficina para su inspeccion:

El empleador ba garantizado el pago por su primera semana de empleo

5240 Oaklawn Blvd.

During the period of Hopewell, VA 23860
Any Job Service office will assist you in doing this.

2/1/08 to 2/7/08

a menos que este notifique al Servicio de Empleos que la fecha de

comenzar a trabajar sera atrasada, y que tal notificacion sen a nas tardar el para que Ud pueda tener derecho a esta garantia de pago, tendra que ponerse en contacto con la Oficina del Servicio de Empleoas en el:

Virginia Employment Commission

Durante el periodo el 2/// al 2/1/8

Cualquier Oficina del Servicio de Empleos le asistira en hacerto.

ACORD CERTIFIC	ATE OF LIAB			OP ID TS CHEB002 UED AS A MATTER OF IN	DATE (MM/DD/Y) 12/03/				
First Pioneer Insurance Ag P.O. Box 941 Southern Pines NC 28388	ency	HOLDER	ID CONFERS NO . THIS CERTIFICA	DED AS A MATTER OF IN RIGHTS UPON THE CER ATE DOES NOT AMEND, E FFORDED BY THE POLIC	TIFICATE				
Phone: 910-944-2848 Fax: 91	L0-944-6088	INSURERS	AFFORDING CO	VERAGE	NAIC#				
NSURED	DEC 07 a								
Chesterfield Berry	Farm, Inc.	INSURER B:							
Aaron & Betty B. G 20501 Skinguarter Mosley VA 23120	pode Rd.	INSURER C:			-				
Mosiey VA 23120	The state of the s	INSURER E:							
COVERAGES									
THE POLICIES OF INSURANCE LISTED BELOW HAVI ANY REQUIREMENT, TERM OR CONDITION OF ANY MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE I	POLICIES DESCRIBED HEREIN IS SE								
SR ADD'U TR INSRD TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	N LIMI	TS				
GENERAL LIABILITY				EACH OCCURRENCE	\$				
COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurence)	s				
CLAIMS MADEOCCUR				MED EXP (Any one person)	s				
				PERSONAL & ADV INJURY	\$				
GEN'L AGGREGATE LIMIT APPLIES PER:				GENERAL AGGREGATE	\$				
POLICY PRO- JECT LOC				PRODUCTS - COMP/OP AGG	\$				
AUTOMOBILE LIABILITY				COMPINED CINCLE LINE					
ANY AUTO				COMBINED SINGLE LIMIT (Ea accident)	\$				
ALL OWNED AUTOS				BODILY INJURY					
SCHEDULED AUTOS HIRED AUTOS				(Per person)	\$				
NON-OWNED AUTOS		į		BODILY INJURY (Per accident)	S				
				PROPERTY DAMAGE (Per accident)	\$				
GARAGE LIABILITY	***			AUTO ONLY - EA ACCIDENT	\$				
ANY AUTO				OTHER THAN EA ACC	\$				
EXCESS/UMBRELLA LIABILITY					s				
OCCUR CLAIMS MADE				EACH OCCURRENCE	\$				
				AGGREGATE	\$ \$				
DEDUCTIBLE					s				
RETENTION \$					\$				
WORKERS COMPENSATION AND EMPLOYERS: LIABILITY	70000EE00			WC STATU- OTH- TORY LIMITS ER					
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	C0207590	03/19/07	03/19/08		\$ 100000				
If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE					
OTHER				E.L. DISEASE - POLICY LIMIT	\$ 500000				
RIPTION OF OPERATIONS / LOCATIONS / VEHICLES	/EVO/ 11010NO								
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MAS Labor									
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P.O. Box 507 650 Front Street		REPRESENTATIVE		OF ANY KIND UPON THE INSURE	ER, ITS AGENTS OR				

E	mple	oyment and	TMENT C	dm	nistration			AAR	PLOYERS NAME AN RON GOODE 12 PEAR ORC		D	ОМВ Арр	roval No. 12	205-0153
EMPLOYER						HEITTE	£S		SLEY, VA. 23					
2. HOUSING LOCATI		(See Instru	ictions on R	eve	se) 	-1								
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4. SLEEP ROOMS								L						
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Length		156	120		158							5.CAPACITY (Adults)		
Width		196	101		103							6. REGULATIONS COMPLI	ANCE Yes	No
Ceiling Height		8	8		8							Water	-	7
Square Feet		212	84		113							Electricity	/	1
No. of Rooms		1	1		1							Site	17	
No. of Beds, single		0	1		0		****			· · · · · · · · · · · · · · · · · · ·			+>	1
No. of Beds, or Bunks, Double		2	0		1							Screening	+	+
7. FACILITES (Number	of ea				1	<u> </u>						Heating		
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	2			0		0		. 01 1113	2	Showerheads	2			
Bathtubs	2	Movable bat		0	Laundry machi	aundry machines Fin		ed laundry tubs Moveable laundry tubs		•				
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8. Comments										/				
such standards. I he any reasonable time.	have	reviewed the	housing reguences	ulations of t	ns of the U.S.	. Department oyment Serv	t of Lab	or, C	OSHA DE	ΓA, and that and Training A	the housing d	escribed herein meets regional office to inspect the	does not	meet ing at
Employer's Signature M- Am	Ź	Door	l		Typed ?	Name and Tit	de				Date //	3/07		
0. HOUSING INSPECT	red I	BY:	<u>, </u>											
Signature of Authorized C	offici)		for	e	Typed N	Name and Titl	le				Date	10/07		
1. APPOVAL: Housing a	appro	ved for occup	ancy by worke	ers re	ruited interstat	ie							*************	
ignature of Authorized Official/ Typed Name and Title							Malua C							

													0) (5)		
E	Empl	loyment and	RTMENT O	Adn	ministratio	on	*(*)*;	A.A 26	EMPLOYERS NA ARON GOO 6002 PEAR OSLEY, VA	ODE ORC	; CHARD ROAI	D	ОМВ Аррі	oval No. 1	<u>205-0153</u>
EMPLOYER	ru		uctions on F			(ACILET)	lTE	5	-		7.1				
2. HOUSING LOCAT	ION		sections on		2136)				3. HOUSING DESCRIPTION						
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(No & Measure)		1.	a. Dorm	utor	Type 3.		4.	1.	1	Famil	lly Type 3.	4.	ES USE O	NLY	
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Width	\perp	110	112	<u> </u>	190								6. REGULATIONS COMPLL ("X" in proper box)	ANCE Yes	. No
Ceiling Height	\perp	8	7.4		7.4								Water	1	1
Square Feet		128	89		251								Electricity	1	1
No. of Rooms No. of Beds,	_	1	1		1		1			1			Site	v	
single No. of Beds, or	4	0	0		0		_			\perp			Screening		/
Bunks, Double	\perp	1	1		3			!					·Heating		
7. FACILITES (Number	of ea	ich)							<u></u>		1	····	Heating	_1	
Flush Toilets	1	Privy	ı	o	Urinals		0	Lav. Or w	vashbasins	1	Showerheads	1			
Bathtubs	1	Movable ba		0	Laundry n	nachines	1	Fixed laur	ndry tubs	1	Moveable laun				
Cook stoves		Refrigerator	7 S		Garbage c	ontainers		First-aid k	cits		Fire extinguish				
	2			3			2	Í		1	(No. & 1	1 ABC			
8. Comments															
EMPLOYER'S CERTII	have	reviewed the	e housing reg	ulat	ions of the	U.S. Departir	nent c	of Labor,	□ OSHA i	<u>□</u>	TA, and that	the housing de	escribed herein meets	does not	meet
any reasonable time.	ereby	authorize re	presentatives	; of	the State E	mployment S	servic	e office and	1 /or Employs	ment	and Training A	dministration	regional office to inspect the a	bove hous	ing at
Employer's Signature M- Am		Dog	he		Туг	ped Name and	Title				I	Date //	3/07		
10. HOUSING INSPECT													1 1		
Signature of Authorized O	fficia	2 /	for	7	Typ	ped Name and	Title				ı	Date //	10/07		
11. APPOVAL: Housing a	ъррго	ved for occup	acy by worke	rs r	ecruited inte	erstate									

Typed Name and Title
E/Nura H. Wa/Ka, Supv.

Date

01-03-07

U.S. DEPARTMENT OF LABOR Employment and Training Administration

EMPLOYER FURNISHED HOUSING AND FACILITITES

(See Instructions on Reverse)

1. EMPLOYERS NAME AND ADDRESS

AARON GOODE 26002 PEAR ORCHARD ROAD MOSLEY, VA 23120

2. HOUSING LOCATION	
1 95 TO 288W TO 360 Y ROAD. 1/4 MILE ON RT	W. GO 8 MILES TO RT ON SKINQUARTER

3. HOUSING DESCRIPTION SINGLE STORY FRAME

4. SLEEP ROOMS		tory Туре		b. Famil	у Түре						
(No & Measure)	1.	2.	3.	4.	1.	2.	3,	4	ES USE ONLY		
Length	156	244	134						5.CAPACITY (Adults)		
Width	128	128	128						6. REGULATIONS COMPLIA ("X" in proper box)	NCE Yes No	
Ceiling Height	8	8	8						Water		
Square Feet	139	217	119						Electricity		
No. of Rooms	1	1	1						Site		
No. of Beds, single	1	1	2						Screening		
No. of Beds, or Bunks, Double	1	2	0						Heating		
7. FACILITES (Number	of each)										
Flush Toilets	Privy	(Urinals	0	Lav. Or washb	asins	Showerheads	1			

Flush Toilets		Privy		Urinals		Lav. Or washbasins	Showerheads
	1		0		0	1	1
Bathtubs		Movable bathtubs		Laundry machines		Fixed laundry tubs	Moveable laundry tubs
	0		0		1	. 0	0
Cook stoves		Refrigerators		Garbage containers		First-aid kits	Fire extinguishers
1							(No. & type)
			2		2	I	1 ABC

8. Comments

EMPLOYER'S CERTIFICATION:		18							
I CERTIFY THAT I have reviewed the housing regulations of	of the U.S. Department of Labor, OSHA DETA, and th	nat the housing described herein meets does not meet							
such standards. I hereby authorize representatives of the State Employment Service office and /or Employment and Training Administration regional office to inspect the above housing at									
any reasonable time.	-								
Employer's Signature M. M. Doorse	Typed Name and Title Food &	Date \$ /3/07							
10. HOUSING INSPECTED BY:		<i></i>							
Signature of Authorized Official	Typed Name and Title	Date 1-10/07							
1. APPOVAL: Housing approved for occupancy by workers recruit	ted interstate								
Signature of Authorized Official	Typed Name and Title	Date							
Y lnew W. Walker	CINUM H. HEIKER SUPV.	01-03-07							

CHESTERFIELD COUNTY COMMUNITY SERVICES

Chesterfield Sheriff 9500 Courthouse Rd. Chester, VA 23831 (804) 748-1261 Emergency 911

Chesterfield Fire 4325 Old Hundred Rd. Chester, VA 23831 (804) 748-1431 Emergency 911

Chesterfield Police 10331 Ironbridge Road Chester, Va. 23831 (804) 748-1266 Emergency 911

Chesterfield Health Dept. 9501 Lucy Core Drive Chester, Va. 23831 (804) 748-1691

Dept. of Social Services 9501 Lucy Core Drive Chester, Va. 23831 (804) 748-1100

Telemon Corp. 903 W. Broadway Hopewell, Va 23860 (804) 452-1286

Va. Justice Center for Farm & Immigration Workers 1000 PRESTON AVE. SUITE B Charlottesville, Va. 22903 434 296-8851